

February 23, 2016

A work session of the Council of the Town of Bedford, Virginia, was held in the Council Hall of the Municipal Building at 5:30 p.m., February 23, 2016.

Members present: Mayor Robert T. Wandrei; Councilman Tim Black; Councilman Robert D. Carson; Councilman Stacey L. Hailey; Vice Mayor Steve C. Rush; Councilman Beckham A. Stanley; and Councilman James A. Vest

Members absent: None

Staff present: Town Manager Charles P. Kolakowski; Town Attorney W. W. Berry, IV; and Clerk of the Council Teresa W. Hatcher

Mayor Wandrei opened the meeting.

Councilman Hailey moved that Council adjourn into closed session pursuant to Section 2.2-3711(a)(7) of the Code of Virginia of 1950, as amended for consultation with legal counsel concerning possible litigation and concerning legal counsel. Councilman Black seconded the motion. The motion was voted upon and carried by the following roll call vote:

Councilman Black	aye
Councilman Carson	aye
Councilman Hailey	aye
Vice Mayor Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Mayor Wandrei	aye

Council adjourned into closed session at 5:30 p.m. The following non-council members attended: Town Manager Kolakowski, Town Attorney W. W. Berry, IV, Assistant Town Manager Barrett Warner, Chief of Police Todd Foreman, Director of Finance Sonia Jammes, Public Works Director D. W. Lawhorne, and Electric Director John Wagner

Council reconvened into open session at 5:41 p.m.

The Clerk of Council read aloud the following resolution:

**BE IT RESOLVED** that the Council of the Town of Bedford hereby certifies that (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

On motion by Councilman Hailey, seconded by Councilman Black, voted upon and carried by a roll call vote, Council adopted the resolution. Roll call vote follows:

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Councilman Carson	aye
Councilman Hailey	aye
Vice Mayor Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Councilman Black	aye
Mayor Wandrei	aye

The Town Manager stated that action needs to be taken on the Electric System Debt Service Refunding and start the process moving. Several discussions have been held with the Electric and Finance Committees on this issue. He said that copies of the proposal have been distributed to Council.

Ms. Jammes reviewed a report entitled “Electric System Debt Service Refunding Summary Points.” She explained that the resolution Council will consider for adoption is a Parameter Resolution.

Discussion ensued with members of Council asking Ms. Jammes questions about the Bond Refinancing.

Mr. Warner reported on the following:

- current and future activities of community development: Comprehensive Plan review and training for Planning Commission and Board of Zoning Appeals members. He reported there is more activity in permitting inquiries and activity in the Town.
- Human resources: a seniority based pay system will be implemented.
- Information technology: the Town will be maintaining its existing systems; improve upon existing communications systems, such as Channel 12 and the development of other direct outreach things.
- Centertown Improvement Project: the project is well underway - anticipate completion of that in late spring; will continue to administer the VDOT contract activity as well as the property maintenance code; will continue to oversee the annual reporting responsibilities related to the Enterprise Zone; and continue working on a plan for reuse of the Bedford Middle School property.

Chief Foreman reported on the following:

- The Police Department is now fully staffed. The mission statement has been changed and is in the budget book.
- Currently being worked on: annual report and strategic planning for the Police Department for planning of future activities; Cop Camp, Teen Police Academy, a project similar to “Straight Street.” Crime Prevention Day will be held on April 2 at Edmund Street Park.
- Community Engaged Policing: some of the officers have had training to help them understand the philosophy of community policing so the officers can be

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more engaged with the community, have a better relationship with the community, and build trust in the community.

Finance Director Jammes reported on the following:

- health insurance rates - seeing less of an increase than last year
- the accounts that the Town just recently moved to American National experienced an increase in interest rates up to 3.35%
- the contract has been signed for the new merchant services provider, Official Payments - the fee for the customers using this service will be \$4.95 - this will save the customers money
- arbitrage payments on the 2005 2005B - she worked with Arbitrage Compliance Specialists - the determination is that the Town does not owe the Federal government
- Wellness Clinic - the Town gets a huge discount on its insurance because a wellness clinic is provided to the employees. The current provider is closing and a new provider will need to be found.
- reviewed checks that had been received

Mr. Langhorne, Public Works Director, reported on the following:

- second snow event - cost: 316 hours of overtime, used 75 tons of salt - the notices asking people to stay off the streets have worked well and have enabled the department to work more efficiently and quicker. Issues with the wet weather and the winter weather: drain issues and building issues - during the freeze cycle some of the seams on the metal roof at the Electric Department burst and caused a lot of leaks. The roof is currently being repaired in-house, but in the future a major repair may have to be done.
- solid waste - within the next 90 days the brush pile will have to be removed from the fill face as a survey needs to be done of the remaining air space.
- KBBC schedule: March 5 - mini cleanup at Edmund Street Park - planning to have mini cleanups every month; big cleanup will be held in April
- mulch is still available for free - notifications included in the utility bills and Councilman Vest suggested to have a notification on Channel 12

Mr. Wagner, Electric Director, reported on the following:

- The PCA (Power Cost Adjustment) will be going down significantly in March.
- Snowden Hydro Plant update: Unit 4 had an issue with the speed increaser, which is essentially a transmission, and is currently offline; Unit 5 is operating. He explained options for repairing or replacing the unit. He will be meeting with representatives of Philadelphia Gear Works, the company that built Unit 4, and will then report back to Council on their recommendation, the options, and what the warranties would be.

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- Centerville Project: expected to be completed by the first week in April; Phase 2 is approximately 30 percent completed; there have been interruptions in the work due to weather conditions
- peaking capacity: adding peaking capacity has been discussed and a first draft of an RFP has been prepared
- AMP has contacted the Town about the solar project - representatives will evaluate the site on March 2
- proposed electric rate change - this has been discussed in committee meetings - Council has received a summary of the proposed rate change. The change in rates would be reflective of the Cost of Service Study that was completed last year - requested that the rate change go into effect as soon as the approval process will allow. Mr. Wagner will give Council members a copy of the February 17 document that gave three options, per a request by Councilman Vest.

Ms. Jammes stated the Electric Committee asked that these revenues be included in the proposed budget so they are built into the sale of electricity line.

Mr. Wagner said the proposed rates will result in more stability in the Town's revenue recovery and this can be monitored - if at some point in the future Council feels a change should be made, reducing the kilowatt hour charge could be considered.

Town Manager Kolakowski stated he gave members of Council a list of possible revenue enhancements that could be discussed going into the budget proposal next week. He asked that members of Council contact the staff before the work session with any questions regarding the proposed budget in order to make the work session as productive as possible.

Mayor Wandrei adjourned the meeting at 6:53 p.m.